RAS IT Recommendations v1 & 2
2023-01-11

1. Expand access to **salary information to authorized and trained RAS personnel** who need to have it to conduct their jobs

2. Investigate whether or not **we could remove the requirement to include a cost-share speedtype during proposal stage**, and if so, are there additional steps we should introduce to ensure we do not impact any downstream processes.

3. **Streamline the current EPEX approval workflow**. Conduct a current state analysis of the approval workflow based on historic data. Determine if there are opportunities to streamline and/or reduce the number of authorizations required

4. Establish a set of **IT technical requirements** that all systems that may impact research (now enterprise-wide systems) must follow to ensure integration and warehouse. Also ensure **IT product purchases go through the appropriate IT governance** process

5. Establish a **standard Intent to Submit application** for use across all RAS units

6. Establish core set of **standard operating procedures for contracting, reconciliations, and encumbrances**

7. Develop a **common set of budget templates** for use across the RAS units

8. Streamline and evaluate whether a **'risk-based process' would meet the needs for proposal approval**

9. Align around **true commitment versus budgeted commitment** and implement in appropriate systems/reports

10. Determine opportunities to reduce the use of staff **to send overly redundant emails** to faculty that have already been sent by the systems

11. **Centralize and optimize status across the award lifecycle** for RAS units

12. Establish a **request management system** for all RAS units

13. Focus resources across multiple units within Emory to dedicate time for this effort